

**RESOLUTION NO. 2023 - \_\_\_\_**  
**RESOLUTION ACCEPTING PROOF OF RECORD DESTRUCTION AUTHORIZED BY ORDINANCE NO.**  
**2023-21**

**WHEREAS, The City of Bryant City Council Authorized the destruction of certain records via the authority granted in Ordinance No. 2023-21, adopted September 26, 2023;**

**WHEREAS, Under that Ordinance, City Policy and State Law, an affidavit from witnessing officials is necessary to certify the destruction of authorized documents occurred; and**

**WHEREAS, attached hereto are the affidavits of City of Bryant Officials who witnessed and certify that the authorized records were transferred to a Gone for Good Shredding, for destruction by that service within the parameters of their agreement with the City of Bryant; and**

**WHEREAS, The City Council accepts that the authorized documents have been removed from the possession of the City of Bryant and are thereby destroyed under City Ordinance, City Policy and according to authorizing State Law.**

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRYANT, ARKANSAS**

**Section 1.** The City Council of the City of Bryant accepts the attached documents as proof of destruction of the approved documents per Ordinance No. 2023-21.

**Section 2.** Any resolution, resolution section, policy, or directive in conflict with this Resolution is repealed or amended to reflect and achieve the purposes stated herein.

**PASSED AND APPROVED this 28th day of November, 2023.**

APPROVED:

\_\_\_\_\_  
Rhonda Sanders, Mayor

ATTEST:

\_\_\_\_\_  
Mark Smith, City Clerk

**AFFIDAVIT OF:  
JACK MOSELEY  
And TABTHA KODER  
DESTRUCTION OF CITY RECORDS PER A.C.A 14-59-114**

**STATE OF ARKANSAS**

**COUNTY OF SALINE**

Before the undersigned, duly qualified, commissioned, and acting in and for said County and State, appeared **Jack Moseley**, City Council Member, Ward 4, Position 1, and **Tabatha Koder**, City of Bryant employee, satisfactorily proven to be the affiants herein, who state the following under oath:

I Jack Moseley am City Council Member, representing Ward 4, Position 1 for the City of Bryant.

I, Tabatha Koder, am a City of Bryant City employee.

I, Tabatha Koder T.K (initials) and Jack Moseley JEM (initials), am providing this affidavit based upon my personal experience and observation and in accordance with Arkansas Code Annotated § 14-59-114, and pursuant to the City of Bryant Record Retention and Destruction Policy as adopted by City Council Resolution 2015-05.

I was personally present for the transfer of certain documents, identified in the attached Exhibit "A" prepared by the City of Bryant Departments Listed, and approved to be destroyed by Ordinance 2023-21, approved on September 26, 2023, to *Gone for Good Shredding*, of 9720 N. Rodney Parham Road, Little Rock, Arkansas, 72227

I, Tabatha Koder T.K (initials) and Jack Moseley JEM (initials), met the representative of *Gone for Good Shredding* at the City of Bryant City Hall, on October 30, 2023, where 44 boxes of city records, as identified in the attached Exhibit "A", were provided to the representative for destruction in accordance with *Gone for Good Shredding* policy and practice.

IN WITNESS WHEREOF, I hereunto set my hand this 30<sup>th</sup> day of October 2023.

Jack E Moseley Jr.  
Jack Moseley

SUBSCRIBED AND SWORN to before me this 30 day of October, 2023.

Crystal L Winkler  
Notary Public

My commission expires:

3-10-2030



-AND-

Tabatha Koder  
Tabatha Koder

SUBSCRIBED AND SWORN to before me this 30 day of October, 2023.

Crystal L. Winkler  
Notary Public

My commission expires:

3-10-2030



**ORDINANCE NO. 2023 - \_\_\_\_**  
**A ORDINANCE PROVIDING FOR THE PERMISSION TO DESTROY CERTAIN CITY RECORDS PER CITY POLICY IN RESOLUTION 2015- 5 ; AND FOR OTHER PURPOSES.**

**WHEREAS**, it is sound administrative practice that the City of Bryant, Arkansas destroy certain records in a systematic procedure; and that

**WHEREAS**, certain state (not only but including 14-59-114 and 14-237-112) and federal laws require the City records be maintained for the minimum period of time required by a Records Management System; and it is determined that these records listed here have no further administrative, legal or historical value, and are otherwise inappropriate for preservation in the City's archives.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BRYANT, ARKANSAS THAT:**

**Section 1.** Purpose: The destruction of records by the City Departments of Bryant requires the approval of Council by Affidavit (here in). The means of destruction shall be Shredding.

**Section 2.** Authority of Records Management and Retention Plan: Attached find the signed by the Department Head and one Council Member listing of the records to be destroyed and the time periods to which they apply.

**PASSED AND APPROVED** this \_\_\_\_\_ day of September, 2023.

APPROVED:

\_\_\_\_\_  
Allen E. Scott, Mayor

ATTEST:

\_\_\_\_\_  
Mark Smith, City Clerk



**Gone for Good Shredding**  
 9720 N. Rodney Parham Rd. · Little Rock, AR 72227  
 (501) 228-3827 Service  
 (501) 228-3909 Billing/Payment

Mon Oct 30, 2023 next: Fri 11/10/23

Off-Site

Ticket # 52330

City of Bryant  
 Municipal Building-City Hall  
 210 SW. 3rd St.  
 Bryant, AR 72022

Contacts  
 Joy Black (501)943-0318

**Directions**

Jack MOSELEY - Council MEMBER  
 Will be there @ 9:00AM  
 TO WITNESS

**Routine Instructions**

(3) Total Consoles- enter building then to the left  
 1 console located by front desk-copy room  
 1 console located up front in conference room  
 1 console located down hall way- take a right (by copier)

**Special Instructions**

(44) Boxes 9:00AM

Room	Description	Container	Service Item	Qty	Actual
	Boxes (count)		Boxes (count)	0.00	<input type="text"/>
	Weight		Weight	0.00	<input type="text"/>

Time In:                      Time Out:                      Driver: *DS*                      Quantity:                      +/-

*p/c 44 boxes*

Service / Comments

*Gone for Good Shredding hereby certifies that the materials received on the above date will be confidentially handled and destroyed and that the shredded material will then be recycled. A certificate of destruction will be included on your invoice.*

X \_\_\_\_\_ *[Signature]*



